

RHIWBEINA PRIMARY SCHOOL PTA AGM 2021 MINUTES

DATE	Tuesday 9th November 2021
TIME	18.30pm
LOCATION	Rhiwbeina Primary School Staffroom
ATTENDEES	Carol Harry – Head Teacher Vicky Normansell – Co Chair PTA Claire Jones – Co Chair PTA (Final Year) Jade Martin - Proposed Co Chair PTA Kurt Bettles – Treasurer Clare James - PTA Member Robyn Brotherton – PTA Member Catherine Gordon - PTA Member
AGENDA	

ITEM	DISCUSSION	OWNER
Welcome	Welcome to all. AGM pack attached for your review.	Vicky
Committee Roles	Vicky to continue as Co-Chair. Claire Jones' last year as Co-Chair. Jade Martin was formally accepted into the role. Amy Roberts to continue as Secretary. Kurt Bettles to continue as Treasurer.	Vicky/Abbe
Review of 2020/21 Accounts	Total Raised = £6,182.72 Total Given Back to the School - £14,865.50 Accounts attached for your review School Lottery is our highest fundraiser but update for tickets is still low. Actions required to increase ticket sales. A1. Mrs Harry agreed for the details to be made available on the school website. To set up a PTA page where all our details can be seen by parents & a link to our own website for further details. PTA to liaise with Mrs Harry & Mrs Bricknell. A2. Sue (PTA) to continue to advise Vicky & Jade of Lottery offers/promotions and to request timely comms. A3. PTA to create lottery flyers to hand out to parents outside school.	Vicky/Kurt Vicky/Jade/Sue Vicky/Jade/Sue Vicky/Jade/Sue
2021/22 Fundraising Target	It was agreed that our fundraising target for 2021/22 should be set at £10,000.	All

	<p>Mrs Harry stressed that parents are not allowed on school premises due to Covid restrictions. Community on low alert but schools on high alert.</p> <p>Any fundraising activities should be planned at class level (rather than year group). If the school needs to revert to class bubbles at any point there should be limited impact to our fundraising activities.</p> <p>It was agreed that PTA could look to hold Spring & Summer events.</p> <p>A4. Vicky & Jade to arrange a follow up meeting with Mrs Harry at the end of February to review these minutes & actions and to discuss Spring / Summer events based on covid restrictions at that time.</p>	Vicky/Jade
	<p>Fundraising Ideas for 2021/2022</p> <p>To date we have held: Uniform Sale (16th Oct) - £312 2nd Hand Costume Sale (16th Oct) - £53 Halloween Raffle (Little People) - £50</p> <p>In plan: 2nd Hand Christmas Jumper Sale (20th Nov) Christmas Photo Shoots (27th & 28th Nov) Northwood Christmas Boards (Dec) Christmas Online Raffle (Dec)</p> <p>Ideas proposed: Christmas Gifts (From Santa for Nursery & Reception) A5. PTA to provide 170 items (Choc Santa or similar). Consider environmental impact. TAs to wrap. PTA to provide Santa suit and Staff to organize Santa & distribution of gifts. Date tbc</p> <p>Santa Dash. Mrs Harry confirmed that this could be carried out during a Games or PE lesson. Teacher to decide on 'Dash' activity e.g distance to be run/walked, obstacle course, x minutes of non-stop dancing etc Children to obtain sponsorship. Prize for the infant & junior class who raise the most money. Santa Dash to take place from 1st, 2nd & 3rd Dec.</p> <p>A6. PTA owner to organize comms, prizes & sponsorship forms via JustGiving.</p> <p>Christmas Gift Stalls. Mrs Harry suggested we sell Christmas gifts (similar to 'Someone special' stalls) for children to buy a gift for a parent/grandparent/special adult. Mrs Harry suggested the TAs manage this activity throughout the school.</p>	<p>All</p> <p>All PTA</p> <p>All PTA</p>

	<p>A7 PTA to source 700 gifts and deliver to school on Wednesday 8th Dec. TAs to sell, package & distribute. PTA to prepare comms. Items could include baubles, chocs, bath bombs, snow globes etc.</p> <p>Tea Towels</p> <p>A8. PTA (Robyn) agreed to look at effort involved and timescales that could be met between January & July.</p> <p>Ideas to discuss further in February: Car Boot Sale. Mrs Harry agreed that we could look to run this on a Saturday afternoon in the Spring using the Yard</p> <p>A9. PTA to arrange. We can also sell hotdogs & drinks</p> <p>Mother's Day / Father's Day / Someone Special Stall. Pen Y Fan Sponsored Climb Fun Run BBQ & Games Night Camp Out</p>	<p>All PTA</p> <p>Robyn</p> <p>Vicky/Jade</p>
	<p>Spending for 2021/2022</p> <p>Mrs Harry is looking into costs to improve / replace the climbing wall, gym equipment & floor markings in infant yard.</p> <p>A10. Mrs Harry to provide details & costs when available so PTA can use this detail in our advertising providing a clear objective to our supporters.</p>	<p>Mrs Harry</p> <p>Vicky/Jade</p>
<p>MANY THANKS TO ALL FOR ATTENDING & FOR YOUR CONTINUED SUPPORT</p>		